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**ARIZONA CORPORATION COMMISSION
CORPORATIONS DIVISION**

TUCSON OFFICE
400 West Congress, Suite #221
Tucson, Arizona 85701-1347
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**GENERAL FILING INSTRUCTIONS
FOR CERTIFICATE OF DESIGNATION
FOR BUSINESS CORPORATION**
Pursuant to A.R.S. §10-602

Instructions:

1. This form should be used before the issuance of any class or series of shares of stock.
2. Before issuing any shares of a class or series created under A.R.S. §10-602, the corporation shall deliver to the commission for filing a statement entitled “**statement pursuant to A.R.S. §10-602**”, which **constitutes an amendment** to the Articles of Incorporation.
3. Deliver the completed original Certificate of Designation and one (1) or more exact copies to the Commission accompanied by the text of the resolution determining the terms of the class or the series of shares and the \$25.00 (U.S.) filing fee. Expedited service is available for an additional \$35.00. Please make check payable to the Arizona Corporation Commission.
4. Once your filing has been approved and processed by the Arizona Corporation Commission, publish your filing (within sixty (60) days) in a newspaper of general circulation in the county of the known place of business in Arizona, as filed with the Commission, for three (3) consecutive publications. A list of acceptable newspapers in each county is posted on the Commission web site <http://www.azcc.gov/corp/filings/forms/newspubs.pdf>. An affidavit from the newspaper, evidencing such publication, must be delivered to the Commission for filing WITHIN NINETY (90) DAYS from the date that your filing was approved and processed by the Arizona Corporation Commission (this date will be listed in the letter that you receive upon approval for your filing).

Checklist for a Certificate of Designation:

- ☐ Indicate the current, exact name of the corporation.
- ☐ Include the text of the resolution determining the terms of the class or series of shares.
- ☐ Attach a statement that the resolution was duly adopted by the board of directors.
- ☐ Indicate the date it was adopted.
- ☐ A duly authorized officer of the corporation must execute (sign) the Certificate of Designation statement.
- ☐ Pay the required fee of \$25.00. Expedited service is available for an additional \$35.00.
- ☐ Publication required.

**All documents filed with the Arizona Corporation Commission are public record.
As such, all documents are open for public inspection.**

**ARTICLES OF AMENDMENT
CERTIFICATE OF DESIGNATION**
Pursuant to A.R.S. § 10-602

1. The name of the corporation is:

2. Attached hereto, as Exhibit A, is the text of the resolution determining the terms of the class or the series of shares.

3. The date the measure was adopted by the board of directors is _____.

Dated this _____ day of _____, _____

Signature: _____ Title: _____

Printed Name: _____

EXHIBIT A